

SAPC - 6969
Copy 1 of 8

MEMORANDUM FOR THE RECORD

SUBJECT: Payment Plan for Hycon Manufacturing Company

REFERENCE: SAPC-6707

(1) The internal handling connected with the reference document will be as follows:

- (a) A supply of sterile check mailing slips are on hand and will be completed in the office of the Project Comptroller as stated in the reference.
- (b) Both envelopes specified in the pay plan will be prepared within the office of the Project Comptroller and all instruments mentioned in (1) above and this paragraph will be presented to the Chief, Fiscal Division with the usual certification which will cause a United States Treasury Check to be drawn.
- (c) The Fiscal Division will process the necessary documents to the "on site" representative of the Chief Disbursing Office accompanied with the pre-addressed and pre-stamped envelopes for check distribution purposes. The Disbursing Office will draw the check required and insert the check mailing slips and the check in the appropriate envelopes and dispatch the release to the supplier the same dates the checks are drawn.

(2) It is estimated that we should reduce the time of transmission of payments to our suppliers by roughly 10 to 15 days with this process and eliminate a considerable amount of unnecessary handling of payments within the Fiscal Division, Office of the Project Comptroller, and the Security Office.

25X1A9a

Distribution:

- 001 - Addressee
- 3 - C/Fiscal Div. (FPB)
- 4 - C/ Disbursing Office
- 5 - FS-99
- 6 - Con.OS-100
- 7 - Reading
- 8 - Chrono

Project Comptroller

[Handwritten signature and date]
2012
27/1/82
REVIEWER: 664540

SECRET

BEST COPY

AVAILABLE

ILLEGIB

Approved For Release 2000/09/14 : CIA-RDP81B00879R000500070014-9

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REQUEST FOR DISTRIBUTION OF ALLOCATION

FCS-DCI-AQUATONE

ALLOCATION

FISCAL YEAR

1957

DATE _____

11 JAN 1957

CASH ALLOTMENT

TRANSPORTATION

WITHDRAWAL OF THINGS

AUTHOR 17

TOTAL

(1)

7-1004-50-008 00

25X1A

7-1004-50-011 01 00

Property

Total

25X1A

7-1004-50-012 01
00

Property

Total

25X1A

7-1004-50-013 01 00

Property

Total

25X1A

7-1004-60-013 01

GRAND TOTAL

\$ 15,000

Distribution:

15	-		Budget File
16	-		
17	-		
18	-		

16 - [REDACTED] Budget File

SECRET

25X1A

25X1A

(3-15)